



**Fire/EMS Oversight Board
MEETING MINUTES**

January 9, 2014

Committee Members Present: Chairman Rick McCluskey, Village of Sturtevant Administrator Mary Cole, Village of Mt. Pleasant Administrator Kurt Wahlen. Village of Mt. Pleasant Trustee Dave DeGroot and Village of Sturtevant Trustee John Johnson.

Committee Members Absent: None

Village Board Members Present: Village of Mt. Pleasant Trustee John Hewitt

Staff Members to the Board: Chief Robert Stedman and Division Chief Mark Pierce

Guests: None.

1. Meeting called to order at 4:00 p.m. by Rick McCluskey.

2. Approval of November 18, 2013 Minutes: Motion to approve the minutes by Dave DeGroot seconded by John Johnson.

Motion passed. Voice vote 5-0.

3. Operational Report: Chief Stedman referred to the Operational Report dated January 9, 2014 that was distributed to the Committee Members.

- a. The Mt. Pleasant Village Board held a Special Meeting regarding the SSDD Reorganization Plan. Members of the public were allowed to comment at the beginning of the meeting. The SSFD Staff Officers made a presentation and answered questions for the Village Board. The Village Board did go on record supporting the plan.
- b. The Reorganization Plan was implemented started at 7 AM on Monday January 5, 2014. The normal on coming duty crew for Fire Station 7 reported to Station 8 for duty. We are on our fourth day of operating some two person ambulances. There has only been one EMS call and zero fire calls in Station 7's district since Monday morning.

We do have a minor issue that we are working on in terms of what equipment and personnel are being dispatched on EMS calls.

As part of the plan we moved apparatus, beds, refrigerators, exercise equipment, furniture and other items from Station 7. The computers are in the process of being removed and the telephone will be disconnected.

Most SSFD personnel are adjusting as expected, but we have had some issues.



- c. Current Staffing Issues
 - 1 member off duty personal illness (Surgery) has been off since over a month and not expected to return until February
 - 2 members on FMLA for child birth and adoption
 - 1 member going on FMLA for child birth in February for one month
- d. We did appoint one additional EMS Assistant to help with EMS training as the majority of our calls are EMS. Also, looking at a part time EMS Training Coordinator position.
- e. Labor agreement settlement was reached and approved by the Mt. Pleasant Village Board. The three year agreement for 2014 to 2016 was signed on December 20, 2013.
- f. Caledonia FD has requested some changes in their responses to the SSFD area from the shared station which we have implemented, but it appears that we are probably going to have further discussion with them to clarify our relationship.
- g. 2014 CIP Budget Status
 - Thermal Imaging Cameras Ordered
 - Command Vehicle - State Contract
 - Ambulance Remounts
 - Power Cot Rebuilds
 - One New Power Cot
 - Portable Radios
- h. The following table reflects the number and percentage of calls per station for the first ten months of 2013 ending December 31, 2013.

2013 Annual Calls By Station Through December 31, 2013		
#7	328	9.0%
#8	1064	29.2%
#9	1314	36.0%
#10	859	23.6%
Not Listed	80	2.2%
Total	3645	100%



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5. Public comments and discussions: None.

6. Adjournment: Motion to adjourn by Kurt Wahlen, seconded by Mary Cole. Meeting adjourned at 4:26 p.m.

Motion passed. Voice Vote 5-0.